

MVP is Open and Hiring!

Read below for guidance on changes we have temporarily adopted to ensure we work effectively and offer the best hiring experience, with social distancing in mind.

MVP is Open for Business – Most Employees Working from Home

The services MVP provides to the community are considered essential. MVP is taking many proactive measures to protect the health and safety of MVP members, employees, and providers in accordance with guidelines provided by the Centers for Disease Control and Prevention (CDC) and the World Health Organization (WHO), along with both New York and Vermont state departments overseeing the needs of the communities we serve. It is extremely important that we maintain our ability to support our members, providers, and communities during this health emergency. In order to sustain our business functions while meeting the guidelines provided by government and state officials, a majority (greater than 95%) of our employees are successfully working from home full-time.

We are Hiring – New Interview Processes

Part of continuing business operations includes posting and hiring for open positions at MVP. The current work-from-home environment has required that we make some changes to our interviewing process – ***going forward we will be conducting interviews via phone and video***. Utilizing these interviewing tools will help us work from home most effectively and allow us to respect the social distancing requirements in our communities, while ensuring we are able to source, identify, interview, and hire great new talent.

Job Postings and Interview Process

Job Postings:

MVP will continue to post open positions on our website, job boards (i.e., LinkedIn, Glassdoor, etc.), and via social media – check out [these great opportunities!](#) Applicants are still required to complete the online application to be considered for a position.



Interviewing:

MVP will use **phone** and **video** interviewing almost exclusively. We do understand that making and accepting a job offer is a big decision. Only when necessary, an on-site office visit for a final candidate (complying with appropriate social distancing protocol) may be considered.

Video Interview Guidance:

- MVP's preferred method for video (and phone) interviews is MS Teams. Webex is also available as an alternative. These platforms can be used by most systems and should require little to no set-up for candidates. See below (***Using MS Teams for Phone and Video Interviews***) for more details. MVP representatives are available to assist if needed.
- Check out [these tips from Indeed.com](#) on preparing for a video interview.

Any person needing special accommodations to the application and/or interview process, please contact [Human Resources](#)

Additional Helpful Resources

If you are new to working from home, or even if you are a seasoned remote worker, LinkedIn Learning is offering free access to a [suite of video courses](#) with guidance on successfully working from home/remotely.

Working Together and Doing Our Part WILL Make a Difference

Working together we can do our part in response to this health emergency. The health and well-being of our employees, members, customers, and the community is a top priority. These small changes will make a big difference. Please don't hesitate to reach out with questions at hr@mvphealthcare.com.

Thank you for your flexibility and interest in employment with MVP!



INSTRUCTIONS: Using MS Teams for Phone and Video Interviews:

- **Phone Interview** – dial in using the phone number and conference ID in the meeting invite you received via email.

[Join Microsoft Teams Meeting](#)

+1 518-512-0960 United States, Albany (Toll)
Conference ID: 170 612 175#

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Join with a video conferencing device
teams@meet.mvphealthcare.com VTC Conference ID: 1126775027
[Alternate VTC dialing instructions](#)

Dial-in information will be specific to the meeting host

- **Video Interview** –
 1. Click on the *Join Microsoft Teams Meeting* link in the meeting invite you received via email.
 2. Clicking on the link will open a new internet browser window. It might take a moment to load; please be patient. You may either download the client (at no cost) or click the *Join on the web instead* button.
 3. The Meeting now window will appear:
 - **Step #1:** Add your *Name*
 - **Step #2:** Please **move both sliders** so the interviewers can see and hear you.
 - **Step #3:** Click the *Join now* button and your meeting will begin.

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